

**Selected Definitions in Apprenticeship Education**  
**Regional Occupational Centers and Programs Unit**  
**California Department of Education**  
**October 2001**

**Apprenticeship Program:** A comprehensive plan containing, among other things, apprenticeship program standards, committee rules and regulations, related and supplemental instruction course outlines and policy statements for the effective administration of that apprenticeable occupation.

**Apprenticeship Program Sponsor:** A joint apprenticeship committee, a unilateral labor or management committee, or an individual employer program.

**Related and Supplemental Instruction:** An organized and systematic form of instruction designed to provide the apprentice with knowledge including the theoretical and technical subjects related and supplemental to the skill(s) involved.

**Career Academies (California Partnership Academies):** Career academies generally operate in grades ten through twelve. A cross-curriculum team of teachers works together to integrate academic and vocational instruction and activities around an industry focus in a school-within-a-school structure. Supporting employers provide speakers, field trip sites, mentor, and workplace training. In California, career academies (the national term) are often called **California Partnership Academies**. See Partnership Academies below.

**Community Classroom:** An instructional methodology that uses unpaid on-the-job training experiences at business, industry, and public agency sites to assist students in acquiring competencies (skills, knowledges, and attitudes) necessary to acquire entry-level employment. The intent of the community classroom methodology is to extend instruction and the acquisition of saleable skills.

**Connecting Activities:** As defined in the School-to-Work Opportunities Act, those activities necessary to support workplace learning positions for students, such as matching students with employers, orienting employers, and placing students.

**Cooperative Vocational Education:** An instructional methodology, which correlates concurrent, formal, vocational classroom instruction with regularly scheduled, paid, on-the-job training experiences. Cooperative vocational education enables students to develop and refine the occupational competencies (attitudes, skills, and knowledge) needed to acquire, adjust and succeed in an occupation.

**Internship:** A generic term for workplace learning positions. Participants may or may not be paid.

**Job Shadowing:** A program in which a Student follows and observes an individual on the job for a designated number of hours or days, as the individual performs workplace tasks.

**Job Training Partnership Act:** A federally funded employment program which provides pre-employment work, maturity skills training, and job placement, and subsidizes wages for economically

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disadvantaged youth, ages fourteen to twenty-one years.

**Journeyman:** A person who has either: (1) completed an accredited apprenticeship in his/her craft, or (2) who has completed the equivalent of an apprenticeship in length and content of work experience and all other requirements in the craft which has workers classified as journeyman in the apprenticeable occupation.

**On-the-Job Training (OJT):** A generic term referring to any form of employment training that requires the student to work outside the school and at an actual business or other type of work site.

**Partnership Academy:** A program that includes a work experience program during the last half of grade twelve and is based on the following:

- \* A school-within-a-school program, the goal of which is to motivate students who may otherwise not complete high school or participate in activities, which will lead to graduation with their classmates.
- \* A career oriented program that directly involves local employers and strives to provide students with skills applicable to the workplace.
- \* A partnership between a school district, local employers, and the California Department of Education.
- \* A voluntary program on the part of both students and parents. (See also **Career Academies**.)

**Pre-Apprenticeship:** Remedial programs offered to potential registered apprenticeship program applicants. Content is typically focused on basic skills which must be successfully demonstrated on program entrance examinations.

**Youth Apprenticeship** in California began during the early 1990's as a broad-based educational reform strategy. Today the Youth Apprenticeship movement in California is redefining itself as high school apprenticeship and orientation to apprenticeship programs.

**Registered Apprenticeship** programs in California describe those apprenticeable occupations which meet specific state approved standards designed to safeguard the welfare of apprentices and which are registered with the Division of Apprenticeship Standards. It is a relationship between an employer and an employee during which the worker, or apprentice, learns an occupation in a structured program sponsored by a single employer, employer associations, or a jointly sponsored labor/management association.

**SCANS:** The Department of Labor's Secretary Commission on Achieving Necessary Skills, which consists of representatives from education, business, labor, and government. A set of foundation competencies, work competencies, and skills needed for success in the workplace have been identified by SCANS.

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**School-to-Career Apprenticeship** pilot programs in California are providing a career path option to enrolled high school students in support of the Governor's School-to-Career initiative. It has been designed as a companion opportunity for students to career pathways emerging in School-to-Career, Challenge Initiative, Tech Prep, Partnership Academy, Magnet Program and similar reform strategies. School-to-Career is employer based, provides paid on the job training and throughout apprenticeship training, emphasizes long-term training and continued employment well into journeyman employment. It is a natural School-to-Career option for students, offering high-quality career transitioning opportunities.

**School-to-Work Opportunities Act:** A federal bill, passed in May 1994, which was designed to bring attention and structure to the need for improved workplace preparation. Each state was given funding to develop a state plan under this bill and was invited to compete for implementation funding for this plan. In addition, some grants were provided directly to localities. This bill used the concepts of school-based learning, work-based learning, and connecting activities.

**Service Learning** A method of instruction whereby students or participants learn and develop skills through unpaid active participation in thoughtfully organized community service. It integrates and enhances the academic curriculum of the students or the educational components of the community service program in which participants are enrolled. It is an unpaid contribution to the community.

**Work Experience Education:** A statewide program designed to provide students with workplace learning positions. These may be coordinated with instruction but such work is not necessarily coordinated with a particular career theme or course of study. A Work Experience Education Teacher-Coordinator that functions in a public high school usually coordinates such positions. In such programs, as legally defined in the California *Education Code*, students can work for credit and pay (General and Vocational Work Experience Education) or for credit and no pay (Exploratory Work Experience Education).

**Work-Based Learning:** Learning that occurs at a place of work. In most instances, it includes strategies for linking a student's experience at work sites with the content taught at schools. Students are often assisted by workplace mentors who help them learn how to apply academic skills to solving real problems. It provides students with knowledge, skills, and attitudes required to be effective in a variety of workplace settings